



State of California
Kevin Shelley
Secretary of State

DO NOT WRITE IN THIS SPACE

**STATEMENT BY UNINCORPORATED ASSOCIATION OF
ADDRESS OF PRINCIPAL OFFICE AND DESIGNATION
OF AGENT FOR THE SERVICE OF PROCESS**

*(For filing with the Secretary of State of California
pursuant to [Section 24003](#), Corporations Code)*

(This form is not to be used for the filing of a Limited Partnership.)

_____, an
unincorporated association makes the following statements:

(Use ONLY the following paragraph I if no agent is being designated for the purpose of receiving process against the association.)

I. The location and address of its principal office in the State of California is:

(Address, City and State)

(Use ONLY the following paragraph II if an agent is being designated for the purpose of receiving process against the association. Fill in either subparagraph A or B, whichever is applicable, AND either subdivision (1) or (2) of subparagraph C.)

II. A. The address and location of its principal office in the State of California is:

(Address, City and State)

OR

B. The association does not have an office in the State of California, but the address to which the Secretary of State shall send required notices is:

(Address, City and State)

AND

C. (1) (Use this subdivision if the process agent is a natural person.)

_____ a natural person residing in the State of
California, whose complete [] business [] residence address is:

_____ is designated as its agent for the purpose of service of process.

NOTE: Either the business address or the residence address must be given. Indicate which by check mark in proper box.

(OVER)

(2) (Use this subdivision if the process agent is a corporation. See Instruction No. 1.)

_____, a
corporation, organized and existing under the laws of _____ is
designated as agent upon whom process directed to the undersigned unincorporated association may be served
within the State of California, in the manner provided by law.

III. Has the Association previously filed a statement? Yes _____ No _____

If the answer is "Yes," then complete the following subparagraphs. The requested information will be shown on the
copy of the statement which was returned to the association.

- A. The file number of the last previously filed statement is _____.
- B. The date on which said statement was filed is _____.
- C. The name of the association as shown on such previous statement is _____
_____.
- D. The address of the principal office (or the address to which notices are to be sent by the Secretary of State) as shown
on such previous statement is _____
_____.

(Name of Unincorporated Association)

By: _____
(Title)

(Typed name of person signing)

INSTRUCTIONS:

1. No domestic corporation may be designated as agent for service of process unless it has filed with the Secretary of State the certificate provided for by [Section 1505](#), California Corporations Code, and no foreign corporation may be designated unless it has qualified for the transaction of intrastate business in California and has filed with the Secretary of State of the State of California the certificate provided for by [Section 1505](#), California Corporations Code. A domestic or foreign corporation must be currently authorized to engage in business in this State and be in good standing status on the records of the Secretary of State of California, in order to file a certificate pursuant to this section.
2. After this statement has been filed, the association may from time to time file a new statement superseding the last previously filed statement. If the new statement does not designate an agent for service of process, the filing of the new statement operates to revoke a process agent previously designated. A statement expires 5 years from December 31 following the date of filing with the Secretary of State, unless previously superseded by the filing of a new statement.
3. The fee for filing this statement or any new statement superseding it is \$25.00.

**** Mail to: Secretary of State, Business Filings Section, 1500 11th Street, 3rd Floor, Sacramento, CA 95814